

## **02-24-NVSPA Agenda**

Nottawasaga Valley Conservation Authority

Friday, September 27, 2024 at 11:00 AM EDT to Friday, September 27, 2024 at 12:00 PM EDT

### **Agenda**

#### **1. Call to Order**

#### **2. Adoption of Agenda**

Recommendation:

**RESOLVED THAT:** the agenda for the Nottawasaga Valley Source Protection Authority 02-24-NVSPA dated September 27, 2024 be approved.

#### **3. Declarations of Pecuniary and Conflict of Interest**

#### **4. Minutes**

Minutes of the Nottawasaga Valley Source Protection Authority 01-24-NVSPA dated April 26, 2024

Recommendation:

**RESOLVED THAT:** The Minutes of the Nottawasaga Valley Source Protection Authority 01-24-NVSPA dated April 26, 2024 be approved.

#### **5. Correspondence**

There are no correspondence at this time.

#### **6. Presentations**

There are no presentations at this time.

#### **7. Reports**

##### **7.1. Staff Report No. 05-02-24-NVSPA from Sarah Thompson, Source Water Coordinator regarding Appointment of member to the Source Protection Committee.**

Recommendation:

**RESOLVED THAT:** Staff Report No. 05-02-24-NVSPA regarding the appointment of members to the Source Protection Committee be received; and **FURTHER THAT:** the appointment of Jennifer Best to the South Georgian Bay-Lake Simcoe Source Protection Committee for a term of five years beginning October 1, 2024 be approved.

#### **8. Other Business**

#### **9. Adjourn**

Recommendation:

**RESOLVED THAT:** the Nottawasaga Valley Source Protection Authority meeting adjourn at \_\_\_\_\_, to meet again at the call of the Chair.



01-24-NVSPA Minutes (**DRAFT**)  
Nottawasaga Valley Conservation Authority  
Apr 26, 2024 at 11:00 AM EDT  
@ 8195 8<sup>th</sup> Line, Utopia ON, L0M 1T0

**Attendance**

**Present:**

Mayor Scott W. Anderson, Adjala-Tosorontio (Township); Cllr. Christopher Baines, Collingwood (Town); Cllr. Joe Belanger, Wasaga Beach (Town); Cllr. Nicole Cox, New Tecumseth (Town); Cllr. Kyle Fegan, Shelburne (Town); Cllr. Pieter Kiezebrink, Essa (Township); Chair Gail Little, Amaranth (Township); Deputy Mayor Paul Van Staveren Clearview (Township); Mayor Janet Horner, Mulmur (Township); Cllr. June Porter, The Blue Mountains (Town); Vice-Chair Jonathan Scott, Bradford West Gwillimbury (Town); Cllr. Gary Harvey, Barrie (City); Cllr. Ralph Manktelow, Mono (Town); Cllr. Richard Schell, Oro-Medonte (Township)

**NVCA Staff:**

Sheryl Flannagan, Director, Corporate Services; Doug Hevenor, Chief Administrative Officer; Chris Hibberd, Director, Watershed Management Services; Kyra Howes, Director, Conservation Services; Sarah Thompson, Source Water Coordinator; Maria Leung, Senior Communications Specialist; Jennifer France, Watershed Monitoring Technician; Kerry Jenkins, Administrative Assistant/Recorder

**Absent:**

Cllr Phil Fisher, Springwater (Township); Cllr. Kevin Eisses, Innisfil (Town); Mayor Darren White, Melancthon (Township); Cllr. Joel Loughead, Grey Highlands (Municipality);

**Guests:**

Bill Thompson, Project Manager, South Georgian Bay Lake Simcoe Source Protection Region; Lynn Dollin, Chair, South Georgian Bay Lake Simcoe Source Protection Committee

**1. Call to Order**

Chair Little called the meeting to order at 11:22am.

**2. Adoption of Agenda**

Recommendation

*RES: 01-24*

Moved by: Cllr. Christopher Baines

Seconded by: Deputy Mayor Paul Van Staveren

**RESOLVED THAT:** the agenda for the Nottawasaga Valley Source Protection Authority 01-24-NVSPA dated April 26, 2024 be approved.  
**Carried;**

**3. Declarations of Pecuniary and Conflict of Interest**

**4. Minutes**

Minutes of the Nottawasaga Valley Source Protection Authority 01-23-NVSPA dated April 28, 2023

Recommendation

*RES: 02-24*

Moved by: Cllr. Nicole Cox

Seconded by: Cllr. Pieter Kiezebrink

**RESOLVED THAT:** The Minutes of the Nottawasaga Valley Source Protection Authority 01-23-NVSPA dated April 28, 2023 be approved.  
**Carried;**

**5. Correspondence**

There was no correspondence at this time.

**6. Presentations**

Sarah Thompson, Source Water Coordinator, conducted a presentation regarding 2023 Source Water Protection Annual Report to the Ministry.

Recommendation

*RES: 03-24*

Moved by: Cllr. Rick Schell

Seconded by: Cllr. Christopher Baines

**RESOLVED THAT:** the Board of Directors receive the presentation regarding the Annual Report to the Ministry.  
**Carried;**

**7. Reports**

**7.1. Staff Report No. 01-01-24-NVSPA from Lynn Dollin, Chair, South Georgian Bay Lake Simcoe Source Protection Committee**

Recommendation

*RES: 04-24*

Moved by: Cllr. Kyle Fegan

Seconded by: Mayor Scott W. Anderson

**RESOLVED THAT:** That the report by South Georgian Bay Lake Simcoe Source Protection Committee Chair Lynn Dollin regarding Source Protection Committee updates be received for information.  
**Carried;**

**7.2. Staff Report No. 02-01-24-NVSPA from Sarah Thompson, Source Water Coordinator**

Recommendation

*RES: 05-24*

Moved by: Cllr. Christopher Baines

Seconded by: Cllr. Ralph Manktelow

**RESOLVED THAT:** Staff Report No. 02-01-23-NVSPA regarding the 2023 Source Water Protection Annual Report to the Ministry be received for information.

**Carried;**

**7.3. Staff Report No. 03-01-NVSPA from Sarah Thompson, Source Water Coordinator**

Recommendation

*RES: 06-24*

Moved by: Cllr. Pieter Kiezebrink

Seconded by: Cllr. Ralph Manktelow

**RESOLVED THAT:** Staff Report No. 03-01-24-NVSPA regarding the Source Protection Plan amendments be received for information.

**Carried;**

**7.4. Staff Report No. 04-01-24-NVSPA from Sarah Thompson, Source Water Coordinator**

Recommendation

*RES: 07-24*

Moved by: Cllr. Nicole Cox

Seconded by: Mayor Scott W. Anderson

**RESOLVED THAT:** Staff Report No. 04-01-24-NVSPA regarding the appointment of members to the Source Protection Committee be received for information.

**Carried;**

**8. Other Business**

There was no other business.

**9. Adjourn**

Recommendation

*RES: 08-24*

Moved by: Mayor Scott W. Anderson

Seconded by: Cllr. Kyle Fegan

**RESOLVED THAT:** the Nottawasaga Valley Source Protection Authority meeting adjourn at 11:50am, to meet again at the call of the Chair.

**Carried;**



Staff Report: 05-02-24-NVSPA  
Date: 27/09/2024  
To: Chair and Members of the Board of Directors  
From: Sarah Thompson  
Source Water Coordinator

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**SUBJECT: Appointment of member to the Source Protection Committee.**

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### **Recommendation**

**RESOLVED THAT: Staff Report No. 05-02-24-NVSPA regarding the appointment of members to the Source Protection Committee be received; and**

**FURTHER THAT: the appointment of Jennifer Best to the South Georgian Bay- Lake Simcoe Source Protection Committee for a term of five years beginning October 1, 2024 be approved.**

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### **Purpose of the Staff Report**

The purpose of this Staff Report No. 05-02-24-NVSPA is to seek the Source Protection Authority's approval of the appointment of a member to the Source Protection Committee.

### **Background**

The Clean Water Act directs all Source Protection Regions to establish a Source Protection Committee, the members of which shall be responsible for developing and monitoring the implementation of a Source Protection Plan. In the case of the South Georgian Bay – Lake Simcoe Source Protection Region, the committee has been defined as being composed of a Chair, plus 22 members. Furthermore, members are to include one First Nations representative and seven

representatives each from the municipal, economic/industrial sectors, and public at large.

### Issues/Analysis

The Source Protection Committee has been in place since 2007, and has always included one member representing municipalities in the Nottawasaga Valley Source Protection Area (NVSPA). However, that position has recently become vacant due to a deceased member.

Regulation 288/07 under the *Clean Water Act* specifies the process that Source Protection Authorities are to follow when appointing members to the Committee. Municipal sector representatives are to be appointed by local Source Protection Authorities and are to be based on candidates recommended by local municipalities.

Following our standard process, letters seeking nominees were sent to Chief Administrative Officers (CAOs) of all municipalities in the NVSPA in April 2024. As a result of that process, two experienced and suitable candidates expressed interest- Jennifer Best from the Town of Bradford West Gwillimbury and Fred Nix from the Town of Mono.

Because there were two nominees, we notified CAOs in June 2024 of the need to hold an election and requested that they provide a vote at their earliest convenience. We received votes from 14 of our 18 Member Municipalities, representing well over 50% of the group. Jennifer Best was nominated with 8 of the 14 votes and Fred Nix finished second with 6 of the 14 votes. Jennifer Best has accepted the role as a Source Protection Committee Municipal Member.

### Relevance to Authority Policy/Mandate

The *Clean Water Act* stipulates that the process for replacing a member on the Committee must be that which was used to select the member originally. This report is the final step of the process to formally appoint the new member to the Committee.

It is therefore recommended that Staff Report No. 05-02-24-NVSPA regarding the appointment of members to the Source Protection Committee be received; and further that the appointment of Jennifer Best to the South Georgian Bay- Lake Simcoe Source Protection Committee for a term of five years beginning October 1, 2024 be approved.

Impact on Authority Finances

There are no implications on the finances of the Authority.

Climate Change Implications

This staff report does not result in an increase in greenhouse gases, temperature or precipitation exposure.

Reviewed by:

*Original Signed by*

Chris Hibberd

Director Watershed Management Services

Approved for submission by:

*Original Signed by*

Doug Hevenor

Chief Administrative Officer

Attachments:

Letter to Nottawasaga Valley Watershed Municipal CAOs requiring an Election dated June 4, 2024



June 4, 2024

Sonya Skinner, Town of Collingwood  
Nicole Martin, Township of Amaranth  
Nelson Santos, Township of Adjala-Tosorontio  
Michael Prowse, City of Barrie  
Shawn Everitt, Town of the Blue Mountains  
Geoff McKnight, Town of Bradford West Gwillimbury  
John Ferguson, Township of Clearview  
Michael Mikael, Township of Essa  
Karen Govan, Municipality of the Grey Highlands  
Oliver Jerschow, Town of Innisfil  
Denise Holmes, Township of Melancthon  
Michael Dunmore, Town of Mono  
Tracey Atkinson, Township of Mulmur  
Robin Dunn, Township of Oro-Medonte  
Denyse Morrissey, Town of Shelburne  
Jeff Schmidt, Township of Springwater  
Lori Bedford, Town of New Tecumseth  
Andrew McNeill, Town of Wasaga Beach

Dear Nottawasaga Valley Source Protection Region Chief Administrative Officers:

**Subject: Election for Municipal Member Replacement on the Source Protection Committee**

The Nottawasaga Valley Source Protection Authority is seeking to fill a vacancy on the South Georgian Bay – Lake Simcoe Source Protection Committee with a member representing municipalities in the Nottawasaga Valley Source Protection Area. The Source Protection Committee has been in place since 2007, and has always included one member representing municipalities in the Nottawasaga Valley Source Protection Area. However, that position has recently become vacant due to a deceased member.

Chief Administrative Officers were notified of the membership vacancy in a correspondence dated April 9, 2024. Municipalities were asked if they intend to seek a seat on the Committee, and if so, to put forward a candidate.

Two suitable and experienced candidates have expressed interest to fill this position. Please find the biographies of Jennifer Best and Fred Nix below.

## Jennifer Best

Jennifer Best recently joined the Town of Bradford West Gwillimbury on June 3, 2024 as Director of Growth Services. Prior to that Jennifer worked for the Town of New Tecumseth from April of 2021 as the Planning and Building Department's Director. She has over 25 years of planning experience at the local, county, and regional levels in development and policy planning. In her experience, she has held various profiles including agricultural, environment, source protection, servicing, public engagement, housing, and sustainable residential programs. Jennifer is a collaborator and believes that bringing people together is the best method for implementation of planning policy and plans. She holds a degree in urban and regional planning and a master's in public administration and is a registered Professional Planner.

During Jennifer's time at York Region between 2012 and 2021, she was responsible for assisting the Environmental Services Water Resources group by bringing her planning expertise to implement the Source Protection Plans for South Georgian Bay Lake Simcoe and CTC (Credit Vally, Toronto & Region, and Central Lake Ontario) at the Regional and local levels. She drafted policy for a source protection regional official plan amendment and worked to have the amendment approved which involved public, industry and political consultation. Jennifer also drafted the current Regional Official Plan source protection policies that was provincially approved in 2022. To ease the implementation, Jennifer developed and produced official plan and zoning by-law templates for local municipalities to translate source protection plan language into land use planning language that was used by the local municipalities in collaboration with local municipal, conservation authority and MECP staff.

Internally at York Region, she helped to develop internal business processes for the Region to integrate source protection plan requirements into their existing business processes. Further, she created an implementation strategy for local municipalities focusing on front line planning, building, and engineering staff responsible for delivering the policies. In addition to policy work, she engaged stakeholders by producing with the Water Resources Group education and outreach materials. Jennifer also represented the Region on various external working committees with local municipalities and conservation authorities. Further, she represented the Region and carried out speaking engagement opportunities at AWWA annual conference, OWWA, South Georgian Bay Lake Simcoe Source Protection Authority, CTC Source Protection Authority, BILD, local and regional municipalities and internal Regional committees.

## Fred Nix

Deputy Mayor Nix was first appointed to the Board of the Nottawasaga Valley Conservation Authority in 1991, serving as a member of the NVCA for 28 years. He was Vice Chair for three years and Chair for another three years. In 2018, Mr. Nix was recognized by the NVCA with a Lifetime Achievement Award, celebrating his significant contribution to the Board. Mr. Nix has a deep understanding of the Source Protection Committee, as he was involved from the start. He was the NVCA Source Protection Authority representative while the Source Protection Plan was developed. In 2017, Mr. Nix sat on a local

committee developing a water management agreement between four municipalities (Mono, Orangeville, East Garafraxa and Amaranth). This was identified in the source protection plans and done to manage a water quantity threat that exists in our area. During these negotiations, he was a strong voice and consensus builder in helping the four municipalities come to a mutually beneficial agreement. He co-founded the Headwater Streams Committee, a group of volunteers that initiate and work on various projects to improve the quality of surface water flows in Dufferin County. Over the past 12 years, this committee has worked on numerous projects which at times involved all three conservation authorities (NVCA, CVC and TRCA).

Mr. Nix currently sits on the Board of Credit Valley Conservation, a position he has held since January 2023. Elected to Mono Council in 2010, he has served on Council continuously ever since. He has a graduate degree in economics from York University (1972). Prior to his political life, Mr. Nix was a transportation consultant working in Canada, the United States, and with the World Bank in Nepal. Mr. Nix has demonstrated a commitment to the work of conservation authorities, believing strongly in the partnership between these authorities and municipalities and to maintaining and protecting our water systems. Mono Council has expressed its confidence that Mr. Nix will be a dedicated and engaged municipal representative for the Nottawasaga Valley Watershed on the South Georgian Bay Lake Simcoe Source Protection Committee.

#### Source Protection Committee Member Selection Process

Since there are two interested candidates and only one vacant seat available, an election will be held. All lower tier municipalities in the watershed receive one vote. For the election, quorum will be 50% plus one.

#### Next Steps: Action Required from You

By **June 12, 2024**, please email Sarah Thompson at [sthompson@nvca.on.ca](mailto:sthompson@nvca.on.ca) indicating your vote to appoint either Jennifer Best or Fred Nix to the Source Protection Committee.

Thank you in advance for your interest and assistance with the Source Protection program. Should you have any questions, please do not hesitate to contact Sarah Thompson at 705-424-1479 ext. 283 or [sthompson@nvca.on.ca](mailto:sthompson@nvca.on.ca).

Sincerely,



Doug Hevenor  
Chief Administrative Officer  
Nottawasaga Valley Conservation Authority